

CARRIED

1 ATTENDANCE RECORD

1.1 Present

PRESIDING MEMBER – MR PETER BRASS *from 4:54pm*

Mayor Glenn Docherty

Mr Mark Labaz

Cr Jane Onuzans

Mr Martin White

*All members participated via zoom

Also in attendance for the meeting:

Chief Executive Officer

General Manager – Strategy and Corporate

General Manager – City Assets

General Manager – City Services

Senior Manager – Capital Works and Assets

Acting Senior Manager – Corporate Services

Acting Senior Manager – Finance

Acting Senior Manager – Service Improvement

Acting Senior Manager – Major Projects

Manager – Assets and Projects

Internal Auditor

Zoom Operator

Minute Taker

Galpins

Galpins

Mr Sam Green

Ms Grace Pelle

Mr Simon Blom

Ms Tina Hudson

Mr Paul Alberton

Mr Mike Brunings

Ms Samantha Grieve

Mr Shayan De Silva

Mr Rino Pace

Mr Simon Keith

Mr Ninad Sinkar

Mr Adam Cox

Mr Owen Perry

Mr Juliano Freitas

Mr Tim Muhlhauser

1.2 Apologies

Nil

1.3 Not Present

Nil

2 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

4008

Moved: Cr Onuzans

Seconded: Mayor Docherty

The Minutes of the Corporate Governance Committee Meeting held 4 February 2020 be confirmed as a true and accurate record of proceedings.

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3 DECLARATIONS OF INTEREST

Nil

4 DEPUTATION / REPRESENTATIONS

Nil

5 STAFF REPORTS**Matters to be considered by the Committee Only**

Matters for Information.

Item 5.2 was brought forward for consideration

5.2 FINAL INTERIM AUDIT MANAGEMENT LETTER

Responsible Executive Manager : Sam Green

Mr Brass entered the meeting at 4:54 pm.

COMMITTEE RESOLUTION**4009**

Moved: Mr Labaz

Seconded: Mr Brass

The Corporate Governance Committee receives the Final interim audit management letter and review, the audit findings and management responses.

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Matters delegated to the Committee.

5.1 APPOINTMENT OF PRESIDING MEMBER

Responsible Executive Manager : Grace Pelle

COMMITTEE RESOLUTION**4010**

Moved: Cr Onuzans

Seconded: Mr Labaz

The Committee appoint Mr Peter Brass as Presiding Member of the Corporate Governance Committee for a period of twelve months from 5 May 2020 until 5 May 2021.

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Matters for Information.

5.3 AUDIT TENDER REVIEW UPDATE

Responsible Executive Manager : Grace Pelle

COMMITTEE RESOLUTION**4011**

Moved: Mr Labaz

Seconded: Cr Onuzans

1. The Corporate Governance Committee receives the update report on the tender evaluation process.

2. The Committee nominate Peter Brass to be the representative from the Committee on the tender process.

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5.4 RISK MANAGEMENT UPDATE - APRIL 2020
Responsible Executive Manager : Grace Pelle

COMMITTEE RESOLUTION

4012

Moved: Mr Labaz

Seconded: Mr White

That the Corporate Governance Committee receives and notes the Risk Management Review Update – April 2020 and provide feedback in regard to the Risk Management Framework Document.

- Dot point 1 on page 10 of the Risk Management Framework be amended to read “*Council, with the support of the Corporate Governance Committee, provide direction to management...*”
- Include additional dot point under Identification in risk toolkit – *Environmental Factors*
- Include a definition for *initiative* in the glossary

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5.5 CHIEF EXECUTIVE OFFICER UPDATE

Responsible Executive Manager : Sam Green

COMMITTEE RESOLUTION

4013

Moved: Mr White

Seconded: Cr Onuzans

That the Corporate Governance Committee note the organisational update provided by the Chief Executive Officer.

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6 INFORMAL DISCUSSION

6.1 INTERNAL AUDIT UPDATE

Presenter: Mr Ninad Sinkar

Outcome: The Committee received an update on the progress of the internal audit work plan.

6.2 ANNUAL BUSINESS PLANS UPDATE

Presenter: Ms Grace Pelle

Outcome: The Committee received an update on the status of the Annual Business Plans. Advice received from Norman Waterhouse regarding amended timeframes will be provided to Committee Members.

6.3 COVID-19 UPDATE

Presenter: Ms Grace Pelle

Outcome: The Committee received an update on the impact COVID-19 has had on Council operations.

6.4 COMMITTEE WORK PLAN REVIEW

Presenter: Ms Grace Pelle

Outcome: The Committee reviewed and updated the upcoming work plan.

7 INFORMAL ACTIONS

Nil

8 CONFIDENTIAL MATTERS**8.1 LONG TERM FINANCIAL PLAN UPDATE****A. COMMITTEE TO MOVE MOTION TO GO INTO CONFIDENCE****COMMITTEE RESOLUTION****4014**

Moved: Mr Labaz

Seconded: Mr White

Pursuant to Section 90 (2) of the Local Government Act 1999 an order is made that the public be excluded from attendance at the meeting, with the exception of:

- Chief Executive Officer;
- General Manager Strategy and Corporate;
- General Manager City Assets;
- Acting Senior Manager Finance;
- Senior Manager Capital Works and Assets;
- Acting Senior Manager Major Projects;
- Minute Taker;
- Zoom Operator;

in order to consider in confidence agenda item 8.1 under Section 90 (3) (b) of the Local Government Act 1999 on the basis that:

(b) information the disclosure of which -

i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and

ii) would, on balance, be contrary to the public interest.

This matter is Confidential because as it could prejudice the commercial position of Council and any commercial negotiation's surrounding the re-purposing of assets.

On the basis of this information, the principle that meetings should be conducted in a place open to the public has been outweighed in this instance; the Committee consider it necessary to consider this matter in confidence.

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The meeting went into confidence at 6:50pm

B. THE BUSINESS MATTER

Presenter: Ms Samantha Grieve

Outcome: The Committee received an update on the Long Term Financial Plan.

C. PROCEDURAL DECISION - TO DECIDE HOW LONG ITEM 8.1 IS TO BE KEPT IN CONFIDENCE

COMMITTEE RESOLUTION

4015

Moved: Mr Labaz

Seconded: Mr White

Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the following aspects of Item 8.1 be kept confidential in accordance with the Committee's reasons to deal with this item in confidence pursuant to Section 90 (3) (b) of the Local Government Act 1999:

- Presentation item 8.1

This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the Local Government Act 1999.

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The meeting reopened to the public at 7:22pm

8.2 MAJOR PROJECTS STATUS UPDATE

COMMITTEE RESOLUTION

4016

Moved: Mr Labaz

Seconded: Mr White

The Committee deferred item 8.2 to the next Committee Meeting.

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9 CLOSURE

The Presiding Member thanked the Committee and staff for their efforts with tonight's meeting.

The meeting closed at 7:25 pm.